



Governor Kim Reynolds
Lt. Governor Adam Gregg
San Wong, Director

MEETING MINUTES

COMMISSION OF ASIAN & PACIFIC ISLANDER AFFAIRS (CAPI)

Date: Monday, January 14, 2019

Time: 1:00 PM – 4:00 PM

Location: Lucas State Office Building – Room 319

Conference Call – Public Access Provided

Commissioners Present:

Ben Jung, Chair – *West Des Moines (by phone)*

James Suong – *Des Moines*

Karlai Thornburg – *Ames*

Michelle Yoshimura-Smith – *Des Moines*

Suresh Basnet – *Cedar Rapids (by phone)*

Peggy La – *Sioux City (by phone)*

Ritu Gurung – *Davenport (by phone)*

Absent: None

DHR/CAS/API Staff:

Monica Stone, DHR/CAS Division Director

Tina Shaw, Executive Officer for Office of Asian & Pacific Islander Affairs/CAS

Public Attendance: None

Guests: Sarah Johnson-Fineran, DHR - Criminal Juvenile Justice Planning Division (CJJP)

I. Call to Order

Chair Jung called the meeting to order at 1:12 PM. All seven commissioners in attendance. Quorum present.

II. Approval of Past Meeting Minutes

Yoshimura-Smith asked about API education data in the draft minutes. Shaw explained data was not available at the time of the previous meeting and reflected as such in the minutes. **Motion by La, seconded by Yoshimura-Smith to approve the minutes from the 12/12/18 meeting.** Unanimous consent. Motion carried. Minutes will be posted to the DHR-CAPI website.

III. Guest: Sarah Johnson-Fineran, DHR/CJJP

A. DHR Youth Programs - [Iowa Youth Congress \(IYC\)](#) & [State of Iowa Youth Advisory Council \(SIYAC\)](#)

Johnson-Fineran briefed the commission on these two DHR youth programs for which she provides oversight, along with two AmeriCorps staff. Among IYC highlights, the program prepares youth to engage civically and develop skills in the legislative process. Both programs provide a forum to teach youth about Roberts Rules and instruct on the development of public policy initiatives, along with empowerment and advocacy skills. Community volunteerism is also emphasized.

SIYAC was created under Iowa Code §216A.140(8), and much like CAPI, provides input to the Governor, general assembly, and state and local policymakers - but with a focus on youth issues. SIYAC's objective is to foster communication among a group of engaged youth and policymakers on issues affecting youth and families, as well as to advocate on important issues affecting youth.

SIYAC accomplishments include policy dialogs and advocacy to address texting while driving and oppose gay conversion therapy. Other issues raised by SIYAC include sexual violence, mental health education and issues related to gender identity.

Yoshimura-Smith asked about recruitment to these programs. SIYAC is an advanced-level program where competencies must be demonstrated; ages range from 16-21. Whereas, IYC is more open to the public by way of an open-application process. Often, applicants not accepted into SIYAC will be asked to participate in IYC – these participants are usually younger in age.

Applications for the 2018-2019 SIYAC year are now closed; applications will be accepted for the 2019-2020 program in March. The 2019-2020 IYC application cycle will begin early-Spring 2019.

Asian youth are strongly represented in the programs from year to year. All participants are exemplary and impressive, both academically and community contributions.

Thornburg asked when these programs came into existence. SIYAC was created in 2009; IYC in 2006.

B. IYC & SIYAC Day on the Hill and Legislative Priorities

Johnson-Fineran explained that both programs require the formulation of informed legislative agendas – platforms on which direct advocacy efforts are based. Commissioners were invited to meet youth on January 24th at the State Capitol as part of the IYC & SIYAC Day on the Hill. This year, a networking hour was included for DHR Commissioners to meet participants. The networking hour is scheduled from 8:00 am - 9:00 am at the Capitol Building in the North Rotunda with light refreshments.

IV. Talent Bank – Project Update

Monica Stone presented Talent Bank information on behalf of Kristen Corey with the [Office on the Status of Women](#), as well as [Friends of the Iowa Commission on the Status of Women](#) 501(c)(3). The

[Talent Bank](#) is an initiative of the FICSoW to bring gender balance to Iowa's state & local boards and commissions. DHR is the lead agency working with multiple state agencies to make technology upgrades and enhanced functionality to the existing online portal. The vision for this online tool will assist not only local governments but also nonprofits and corporations to find diverse candidates for leadership and policymaking positions on boards.

In concert with the Governor's office, DHR is working with the IT vendor to develop the requirements for the project. It is anticipated the initial design and layout will be decided in late-January or February. Any design issues will be resolved in following months. Project completion is forecasted for Summer 2019. Once completed, the Talent Bank will be the first of its kind in the United States.

Commissioners are sought to give feedback: In late January/February, DHR will seek out several commissioners to react to the Talent Bank "test" system. This phase will be followed by a testing period slated for Spring/Summer 2019.

In the months ahead, DHR is expected to be actively engaged in publicity and promotional efforts. Marketing will be targeted towards local government staff (i.e., municipal clerks and county auditors) and individual Iowans to populate the database. Privacy of information is assured.

Yoshimura-Smith asked if gender-balance goals applied to state boards and commissions only or whether others are included. Stone replied that cities and counties are also subject to the gender balance law. Shaw will send local gender balance data based on Catt Center (ISU) research.

V. New Business

None.

VI. Old Business

A. Work Discussion – 2nd Draft of CAPI Policy Recommendations

Shaw presented the second iteration of the draft Education Policy statement inclusive of expert opinions from the API community in this field. Commissioner Gurung was instrumental in providing direction and verbiage as it related to higher education and college-readiness programs. Gurung explained the direction and basis for the draft language. Fellow commissioners thanked Gurung for her contributions. Shaw will incorporate all feedback from commissioners to fold into the next draft to be discussed at a future meeting.

B. Education Pilot Initiative - EducAsian

Shaw provided a progress report on the EducAsian initiative – a relaunch of an early CAPI program that had dissolved over time. Community outreach meetings were held with Bhutanese and Burmese leaders, parents and students in the Des Moines Public School (DMPS) system. College-preparation,

apprenticeships and soft skills, communications workshops will be a large part of the 6-week program piloted with DMPS.

Along with Vinh Nguyen with DMPS, Shaw is collaborating with DMACC-Ankeny, DMACC-Urban Campus, and Iowa State University and will continue to build partnerships in the education and training communities.

Discussion followed on awarding of a scholarship to use as leverage for securing other outside sources of funding. Procedurally, no vote is required as the intention of the API donation account is to support the goals of the Office and the Commission, though Stone encouraged a vote be taken for accounting purposes. CAPI was in general agreement to expend up to \$5,000 for the expressed purposes of leveraging additional, outside funds, resources to award additional scholarships. To replenish the account, digital crowd-funding tools and Pay Pal accounts were among ideas suggested. Shaw will work to identify other firm funding sources to complement CAPI funds for the first year of implementation.

Additional program planning discussion ensued. Thornburg offered to assist with the planning of the ISU campus visit, as well as approach local businesses for donations and discounts.

Jung asked commissioners to bring additional fundraising ideas to the next meeting to support the EducAsian program, events and scholarship, as well as assist API communities throughout Iowa execute local cultural, heritage events.

As an example, Stone referenced the DHR – Latino Affairs Commission which established a Friends of Iowa Commission of Latino Affairs (FICoLA) 501(c)(3) nonprofit that is prohibited from direct lobbying. The process is to file paperwork with the Iowa Secretary of State, as well as the Internal Revenue Service to obtain a tax ID number. It typically takes one year to be affirmed by the IRS. Cost to file with the Sec. of State is \$25.00. CAPI will need to write bylaws and establish a Board of Directors. The law prohibits acting CAPI Commissioners from concurrently serving on the Friends nonprofit.

For comparison, Stone contrasted the FICoLA with that of FICSoW. FICoLA bylaws are slightly more prescriptive due to the range and volume of their work; FICSoW bylaws are written to be more open-ended to support the work of the commission.

Motion by Yoshimura-Smith, seconded by Suong, to create a Friends of the Iowa Commission of Asian & Pacific Islander Affairs and submit the required paperwork to the Iowa Secretary of State and IRS, as discussed. Unanimous consent. Motion passes.

Yoshimura-Smith offered to serve as the lead on reviewing the necessary paperwork and draft bylaws verbiage. CAPI will assist in offering names of three respected persons from the API community to serve on the initial consulting board. Basnet suggested the University of Iowa nonprofit center to assist with bylaws and nonprofit best practices.

VII. Announcements & Miscellaneous

A. Commissioner Reports

Suong relayed his participation at a recent naturalization ceremony.

Yoshimura-Smith discussed upcoming inaugural events and the official swearing-in ceremony.

B. DHR and API Office Report

Stone provided an update on the DHR Data project in which the venter is wrapping up conversations with community leaders and shifting focus to grassroots individuals.

Shaw asked commissioners to mark their calendars for the 2/28/19 DHR Day on the Hill and will send out supporting information when details are confirmed.

VIII. Next CAPI Meeting

General agreement to conduct the next meeting in tandem with DHR Day on the Hill. Shaw will send out a Doodle poll with that as an option, among others.

IX. Adjournment

Motion to adjourn the meeting at 3:41 PM by La, seconded by Basnet. Unanimous consent. Motion passes.